

## Planning Commission Meeting Minutes

Tuesday, October 13, 2020

7:00 p.m.

Chairman Jay Provanzo called the meeting to order on Tuesday, October 13, 2020 at 7:00 p.m. Mr. Provanzo led those in attendance in the Pledge of Allegiance to the Flag and introduced the Board.

Members Present: Jay Provanzo, Pamela Shellenberger, Martin Peake, James Henke, Keith Hoover  
Members Absent: Don Mann  
Staff Present: Ryan, Strohecker, Nate Taggart, Adrienne Kautz  
Visitors Present: Steve Gergely (Harbor Engineering)  
Mary Beth Knitzer (Strausser Surveying & Engineering)  
Bill Swiernik (David Miller Associates)  
Mark Will (The Will Group)  
Melissa Kelly (Rettew)

**Public Comment** - There was no public comment.

Approve the Meeting Minutes from September 14, 2020 – Chairman Provanzo entertained a motion to approve the September 14, 2020 minutes with the corrections. Pam Shellenberger made a motion to approve the September 14, 2020 Manor Township Planning Commission Minutes subject to the noted changes being made and James Henke seconded. The motion carried unanimously.

### **New Business**

20-007 – Final Subdivision Plan for 1121 Letort Road – The applicant is proposing to subdivide their property located at 1121 Letort Road. There are two existing single-family dwellings on the lot and the subdivision would create two separate lots giving each dwelling its own lot. The property is zoned Agricultural. This is a briefing item. The applicant is requesting modifications to the following sections: 388-19.A. (Plan Scale) and 388-47.A.5 (Lot Frontage). Steve Gergely of Harbor Engineering presented the plan. Mr. Gergely commented that he doesn't have a whole lot to add. There are currently two existing houses on a single 39 acre lot. The applicant would like to subdivide the property and split the lot into one 29 acre lot and one 10 acre lot. We have applied for a replacement septic system and are waiting on the waiver from the septic company.

The property is land locked. Currently each property has its own driveway onto Letort Road, the access points will not change. The two modifications that we are requesting are for Plan Scale which is one inch to 100 feet. The other one is related to Lot Frontage which requires the lots have front access to a public street. In this case it's not possible due to existing conditions of where the property sits. Mr. Provanzo asked if this was a new modification, he did not see it on the review letter. Mr. Gergely responded that it was just recently submitted and is waiting on approval.

Mr. Provanzo reminded the Planning Commission that this is a Briefing Item. If the committee wants to, it can be moved to an Action Item. Mr. Henke asked Melissa Kelly from Rettew for her recommendation that was submitted on the second letter that was submitted. Ms. Kelly stated that on the review letter dated October 1, 2020, the Plan Scale modification is shown. When Harbor Engineering received the review letter there were comments about the lot frontage. The review was to make you aware of taking

a single nonconforming lot and creating two lots. Mr. Gergely provided modification requests, he has not had time to send an official letter to Manor Township. Based on the existing conditions of the lot frontage and what they are doing with the lot lines, there shouldn't be any issues since the house and the driveways are already there. Mr. Henke asked Mr. Gergely if they did the extra perc testing for the lots. They did and everything tested fine. The access agreement needs to be reviewed by the Township Solicitor. Mr. Henke asked if there was ever one done before. These are both existing documents and Mr. Gergely provided these to the Township.

He made the motion to move the Final Subdivision Plan for 1121 Letort Road from a Briefing Item to an Action item. Pam Shellenberger seconded and the motion carried unanimously.

He made the motion to approve the modifications of sections: 338.19.A (Plan Scale) and 388.47.A.5 (Lot Frontage). Keith Hoover seconded and the motion carried unanimously.

Martin Peak made a motion to approve the Final Subdivision Plan for 1121 Letort Road subject to the comments from Rettew's letter, dated October 1, 2020, being satisfied. Pam Shellenberger seconded and the motion carried unanimously.

20-008-Lot Add-On Plan for Paul L. Keagy, Jr. – The applicant is proposing to swap land between three adjoining parcels in single ownership. No additional site improvements are proposed for the three lots. The properties are located at the corner of Penn Street (SR.999) and Prospect Road. The property is zoned Agricultural.

Mary Beth Knitzer has the review letter dated September 30, 2020 and the comments. Ms. Knitzer also had email notification provided by Dave Lockard about the replacement testing. Mr. Lockard's conclusion was that no further testing was needed by the Township and he wanted the email communication to go along with the review comments. Ms. Knitzer had provided the emails to the committee members. There is no changing of the area or building anything new, just moving the lot lines. Ms. Kelly from Rettew indicated it is a pretty straight forward plan. The on-lot sewer system replacement easement is an ordinance requirement. The SEO says that testing needs to be done. This is a requirement of the ordinance to show the on-lot replacement system easement and typically with a plan like this they would provide a building waiver. Rettew made comments on what is required with regards to the ordinance but the SEO could have a different opinion.

Mr. Provanzo commented about the sewage replacement issue, and Mr. Henke commented that the ordinance should be adhered to or relief should be requested. If that is the route they want to follow this should be stated in Rettew's letter. If the applicant is accepting Rettew's letter, the applicant can seek relief at a later date or put it on the plan. Judging by the plot plan there seems to be plenty of room.

Mr. Henke made a motion that the Lot Add-On Plan for Paul L. Keagy Jr., be advanced from a Briefing Item to an Action Item. Martin Peak seconded and the motion carried unanimously.

Mr. Henke made a motion that the plan for the Lot Add-On for Paul L. Keagy Jr., be passed on to the Board of Supervisors for approval. The applicant will need to address the September 30, 2020 Rettew letter to the satisfaction of the Township and the Township Engineer. Pam Shellenberger seconded and the motion carried unanimously.

20-009-Sketch Plan for Bender Mill Road Subdivision- The applicant is proposing a 215 single-family detached home subdivision located South of Bender Mill Road, North of Carol Drive, East of Central Manor Road and West of Bender Road. The proposed subdivision will include the 89.74-acre parcel identified as tax ID number 4102964900000 and approximately 11 acres of the parcel known as 242 Bender Road. The property is zoned Low Density Residential Flex.

Mr. Provanzo asked Mr. Strohecker to share about the Township and the process. Mr. Ryan Strohecker introduced himself as the Township Manager, and stated that if there any questions during this process we are happy to talk to you. Mr. Strohecker introduced Mr. Nate Taggart as the Zoning Officer who can better explain the process of this project. Mr. Strohecker commented that we are here to hear about the sketch plan and the details of the plan. Mr. Taggart explained that this meeting is going to explain the broad details of the project. After tonight the applicant will put together an application to be submitted to the Zoning Hearing Board since they are applying for a cluster development. This has to go to the Zoning Hearing Board for special exception. After that approval is granted (assuming it is granted) the applicant would gather their plans together then make a preliminary/final subdivision plan application. It would then come back to this board and eventually the Board of Supervisors for final approval. There are multiple steps along the way that the applicant has to go through. Mr. Strohecker commented as far as timing is concerned, we will have to see how this plays out and when the plans are submitted. As a general time frame we are probably about six or more months out. There will be many opportunities for public comment throughout this process. This evening is just a high level plan of what the project entails.

Bill Swiernik with David Miller Associates, the architect on this project, provided a power point presentation of the layout of the project. In December of 2019, we had a meeting at this location and introduced this plan to the folks that were there. Along with Mr. Swiernik is Mark Will and Scott Wigglesworth who represent the project. Mr. Swiernik commented we are here to introduce this plan to you, and to introduce this plan to the Planning Commission so they have an opportunity to see what is being proposed. We do have a number of steps we need to go through, including going to the Zoning Hearing Board. We need to make an application to the Township, Lancaster County Planning Commission, Department of Transportation, Water Authority, and Sewer Authority. The property borders the South side of properties along Carol Drive, on the West side, North is the Bender Mill Road, and we are showing an extension of Dublin Drive through Money Hill Road. An item that did change from the meeting back in December is, there is a portion of the church property, roughly 11 acres that is going to be considered part of this project. We are up to about 100 acres. The project would be served with public sewer and water. We are proposing to extend the roadways as per the requirements of the ordinance. Curb and sidewalk would also be proposed. The requirements are that sidewalks are on both sides of the road. Regarding the plan concept, since December, we have had a Storm water Management team evaluate the storm water management requirements for this area, since there are new impervious areas. Mr. Swiernik determined that these approximate areas need to be established before the runoff is determined for the new impervious areas. We have also adjusted some of the locations of the open spaces that will be more passive than active and they will function to address some of our features that are on site and to provide separation from the original units with utilizing open spaces (with some input from residents and the Township). There will be a connection from Money Hill Road, Dublin Drive, and Bender Mill Road. There will also be a connection to the Bank Barn

Lane. We are proposing 215 dwelling units with this layout, all single dwelling units. The lots are generally 80 feet in width and 150 depth. The single-family dwelling units include a garage. Mr. Swiernik is proposing an interconnection to the open space that's around the church. There will be a connection through there to the surrounding roadways. There has been discussion about providing sewer to the surrounding areas. We are proposing gravity sewer connections to the main. This is an overview of what we are proposing.

Mr. Swiernik provided an email list signup sheet for those residents who are interested in staying up to date on information. They will be provided updates on the project as well as when meetings will be held.

Ms. Shellenberger asked the question about storm water management. Ms. Shellenberger commented that it takes up a considerable amount of space as shown on the plan. Do you anticipate them being mowed basins or planted? Planted are more attractive and long term. They do not typically have the maintenance involved plus it discourages kids from playing in the basins. Mr. Swiernik commented with our need to meet the requirements with the NPDES permits, they will be required to manage run off. Mr. Swiernik anticipates the runoff to be vegetative basins. Some component of that will have infiltration right on the basin, be tiered or individual cells that one would drop into another, etc. This would not be your typical basin. The embankments more than likely will be grass. There is an interest in having a walking pathway along the Western Side, in the floodplain or just outside the floodplain. This might also be incorporated into the embankment related to the berm. The basin itself will be a low maintenance embankment with a vegetative bottom. Ms. Shellenberger asked if it would be the responsibility of the Home Owners Association to maintain it. Mr. Swiernik commented that yes there will be a Homeowner's Association to maintain the basin. He also mentioned as far as the open spaces go, to keep the criteria of the ordinance our intention is to have it as a privately owned and maintained open space area. There will be a Homeowner's Association. Our intention would be to offer the roadways for dedication. It will be designed to meet the criteria of the ordinance as it pertains to the geometry and configuration and materials as used for the construction of the roadways.

Mr. Peak asked if there was any intention of fencing going up around the storm water facilities. Mr. Swiernik says it would really depend on the duration of the water standing in the basin, and how approximate it is to other areas and if it is an attractive nuisance. There might be a need for some, but currently we are not proposing any fencing. The intent would be to put some woody material, plant growth in the form of larger trees, large shrubs, this would not be typical to your vegetation basin. Obviously on the embankment you have to be careful not to put plants on there that would fall over or create a failure point to the berm.

Mr. Henke asked what the benefit of going through the special exception is with everything being cluster. You are taking advantage of an 80-foot lot width. As far as the open space goes, you had stated that is going to be passive. Since it is very early in the planning process, unfortunately in Letort Manor, Perth Hills, there are not any tot lots. When there is a Homeowner's Association and many new homes, would there be any consideration on planning out something for the tot lots. It just seems like a lot of homes with potential for a lot of kids, they may want more than just a walking trail.

Mr. Provanzo inquired about the target audience for the homes. The numbers of homes will not get built in the next two years or so. He also asked Mr. Swiernik to share the idea behind it. Mr. Swiernik introduced Mark Will of Bender Mill Development LLC. Mr. Will explained we plan to provide a variety of home styles. With a project this large, our demographic is going to be both people that are coming

out of a large home where children have moved out and want to reduce their space and small families. In addition to that we would also offer the mid to larger 2-story plans. At this point we are not planning on separate sections for that.

Mr. Provanzo asked Ms. Kelly from Rettew, will architectural elevation will be required. Mr. Will did provide architectural house designs to Rettew. They will be 2-story in size. Mr. Swiernik commented that building 215 homes will take some time. The construction of the homes will be a phased approach. With storm water management and utilities being extended in a way that is efficient and makes sense as it relates to the construction. Additionally, we will need to provide points of egress for emergency vehicles to get in. This is a just a representative of the Master Plan for the property. The Planning Commission did receive review comments from Rettew. We will, as part of the project, address the elements that are listed on this review letter and we will have to go for a special exception. There will be a Storm water Management design (this will need to be reviewed by the Township). It will need to be in compliance with the ordinance, as part of the early review of the special exception. This will impact the traffic patterns as it flows into the surrounding roadways.

Mr. Swiernik commented we will provide architectural elevations including additional elevations relative to the one-story dwelling types, evidence of sewer and water design approvals and initial capacity. To our understanding there is adequate capacity for both of those elements at this stage, but we will provide that information to the Township. A review by the emergency service providers that will also need to be done on a phase basis. It will be our goal to have two points of egress, as it is being constructed.

We will need to meet and satisfy Park and Recreation requirements. At this stage it may be a combination of fee in lieu of with some elements to be constructed on sight. The intent for the Township under the official map to have an easement along the creek on the Western side. We are looking into having this be an active walking path.

Mr. Henke asked what water will service this area, Columbia or Lancaster City. Mr. Swiernik commented that is Columbia Water. They made initial contact with them and there does not seem to be any issues.

Ms. Kelly commented that our review of the sketch plan is a 50,000 feet overview. When the subdivision and land development plan is submitted, it will get into the more detailed review.

Tom Ecker of 2 Dublin Drive - Do Mr. Swiernik and Mr. Will have an estimate of when construction will start? About how long will the project take? Mr. Swiernik commented that it will take a year for us to get through the process, with the special exception, plus DEP will review this in much higher detail than the Township will. Mr. Will said roughly a 6-7-year build. Hopefully, there will not be any more pandemics to deal with.

Jim Quinn of 33 Dublin Drive – How is the plan going to affect the current Stone Mill Manor residents? You are talking curbs and sidewalks, we have 25-foot width of road and my understanding is this is going to be a 32 foot width. Mr. Quinn stated it sounds like we are going from wide to narrow. The infrastructure in this area is lacking. Bender Road is still a farm road, with asphalt, there are sections of Bender Road that are no more than 21 feet wide, you are proposing at the end of 6 or 7 years at least 500 more cars per day on the access roads to this area. Mr. Quinn said he does not see how it can handle it, unless the Township plans to improve that infrastructure. Mr. Quinn stated he does not see how you are going to put more buses, car, trucks, trash trucks, etc. You're proposing this development

to connect Letort, Perth Hills, and Stone Mill Manor. With all that housing running together, this has to be second to Greider Park. These kids will not have a place to play. In 1990 the Parks and Recreation Committee recommended the need for a park area before this was even built. Under the Parks and Recreation standards a community park is 15-50 acres. Mr. Quinn asked who is going to pay for the relief area, is the Homeowners group going to pay for the mowing and maintenance of the other thing? Mr. Quinn is part of the original Stone Mill Manor, are we going to get forced into joining a Homeowners Association? Or will we get an option not to be part of the association?

Mr. Swiernik commented that the land will be maintained by the Homeowner's Association. He does not believe that it is going to impose the requirement for curbs and sidewalks on the adjacent roadways or neighboring properties. As it relates to the reason for the placement at this location, the property is zoned for this. The Township has, through their comprehensive planning, zoned the property as it relates to the infrastructure that this is what we will use. Mr. Swiernik indicated that they will look at some of the intersections for traffic impact evaluation. The density that we are proposing is lower than what is permitted by the ordinance.

Mr. Strohecker commented that Mr. Quinn should schedule a time to come into the Township Building to meet with Mr. Strohecker and Mr. Taggart. They can help with answering most of the questions that Mr. Quinn has. The question about sidewalks, the Township has no intention of having sidewalk offsite of this property. Mr. Strohecker can't imagine the Township or anyone on the Planning Commission to encourage Letort or Perth Hills to go to a Homeowner's Association system.

Ian Beaumont of 145 Carol Drive – What is going to be the main entrance? How will Bank Barn Lane traffic be affected? It is already tight coming out on the road from there as it is now. The retention basin will be massive. Mr. Beaumont indicated that would be 20 foot wide. We have a retention basin that was put in by Hess Builders, within the last year and the insect problem has made it almost unbearable. Mr. Beaumont commented about the detention basin being a safety hazard with the houses being right up against each year and unfenced backyards, there will be a lot of children running around. With the large basin it would become very deep when storms come through and be a safety hazard for children playing around it.

Mr. Provanzo indicated that the Township will require traffic study to be prepared and reviewed, example being timing of traffic.

Mr. Swiernik commented that their intention is to extend the adjacent neighbor roadways, we are trying to provide a number of access points. Mr. Will indicated that we would provide multiple entrances. People will gravitate to the entrance that they will feel comfortable with, there will be some type of signage at multiple entrances, announcing the development and what will be called.

Mr. Swiernik commented on the storm water management basin. These kinds of basins are required, when you put in new impervious areas, you can spread them across the landscaping with smaller basins with ponding water. Because of the configuration of the slope we are trying to balance that, by breaking them up the way we are. The criteria is pretty strict. We need to manage this water on our property very carefully. We do not have the opportunity to let the water go off untamed. This is one of the necessary elements of development is to provide storm water management. In other Townships these basins take on a different character than the old, mowed lawn areas. The basins perform differently, they retain the water for a longer duration of time. There are environmental benefits to the basins. It allows sediment and other materials that come off from the paved surface to prevent it from dropping

in the water. There is microbiological activity that goes on in the basin. It forms a habitat for insects but a broad spectrum of birds and animals. It is part of the goal to have that. We are not trying to replicate a natural recurring wetland; we are trying to replicate some of the elements that are beneficial to the wetlands. This will provide a reduction in the runoff downstream. It helps minimize the deep flows that would happen further downstream. It also helps to recharge the ground water.

Mr. Provanzo indicated that this is just the sketch plan, there has not been any storm water infiltration testing yet. This is your best-case scenario of what it should look like. The plan could change slightly.

Mr. Ecker also commented about the shrubbery on Bender Mill Road needs to be trimmed back. It is a hazard to drivers.

Patricia Beaumont of 145 Carol Drive – Ms. Beaumont inquired about if this property was already settled and if it was purchased. What is the status of the property? Mr. Swiernik commented the property is under agreement by The Mark Will Group.

Mr. Beaumont asked what phase will they be starting on. Mr. Swiernik commented that they have not worked out that fully yet. The storm water elements will need to be part of Phase 1. Additionally, the extension of the sewer and water authorities will also need to be part of Phase 1. At this stage Street A will be one of the first roads. There will be a lot of analysis with the cut and fills to balance out the sub soil that will allow for fills and to be moved around. We will need to provide sediment control measures in a way that needs to be durable and controlled. These two items have a lot to do with how the phases will play out.

Mr. Provanzo thanked Mr. Swiernik and Mr. Will for coming out and presenting the sketch plan. He also reminded the public that Mr. Strohecker and Mr. Taggart are available for any further questions. Additionally, this is just a sketch plan, this is the very beginning of the project but we encourage comments.

**Other Business** – None.

**Correspondence** – There was none.

With no further business to discuss Mr. Provanzo entertained a motion to adjourn the meeting. Martin Peak so motioned, Jay Provanzo seconded, and the motion carried unanimously. The meeting adjourned at 8:26 p.m.

Respectfully Submitted,

Don Mann  
Secretary

Recording Secretary  
Adrienne Kautz